

ATTACHMENT B-2
SPECIAL PROVISIONS, ADULT RESIDENTIAL SERVICES
CERTIFIED INDEPENDENT LIVING FACILITIES AND HOMES

RESPONSIBILITIES OF INDEPENDENT LIVING SERVICES PROVIDERS UNDER THE NEW CHOICES HOME AND COMMUNITY-BASED SERVICES WAIVER

The Home and Community-based Services (HCBS) New Choices Waiver Program (Waiver Program) is a Medicaid program administered through the Utah Department of Health, Division of Medicaid and Health Financing, Bureau of Authorization and Community-based Services (BACBS). The Waiver Program is designed to provide people who meet nursing facility level of care and who have been residing long term in a nursing facility or assisted living facility the option of receiving supportive services in a home or community-based setting.

The Waiver Program is intended to be used in conjunction with other formal and informal support systems and contributes to the health, safety and welfare of the targeted population. Home and Community-based Services are an element of the State Medicaid Plan and must operate in accordance with all established federal and state requirements for both HCBS waivers and the overall Medicaid program. Adult Residential Services are one component of this coordinated long term care service delivery system. The roles of providers of HCBS waiver services must be clearly defined in order to ensure waiver clients' needs are identified and services are provided to support successful community placement.

To participate in the New Choices Waiver Program as an Independent Living Services Provider, the provider will:

1. Prepare at least three meals per day.
2. Provide 24 hours a day, seven days a week, general monitoring and emergency response services. Providers must have staff on site that are reachable at all times and must be able to respond quickly in the case of emergency. Providers must develop and employ formal safety plans for each New Choices Waiver client that includes daily status checks. Personal Emergency Response Systems will only be authorized if the system is linked to provider staff.
3. Provide assistance to evacuate the building if necessary.
4. Provide housekeeping services, in compliance with identified needs specified in the waiver service authorization form. Housekeeping includes general cleaning and laundry services, including personal laundry, provided on a schedule specifically designed to meet each client's individually assessed needs.
5. Participate in care plan development with the case management agency and encourage the client and/or their representative to participate.

6. Interact with the client's chosen case management agency to resolve concerns that may arise and to coordinate third party services.
7. Provide services as identified in the waiver care plan.
8. Make planned social and recreational activities available to clients in order to enhance their quality of life and provide a homelike setting.
9. Operate in accordance with independent living certification requirements. BACBS will perform annual on-site certification inspections to ensure ongoing compliance.
10. Understand that room and board are not covered by the New Choices Waiver and are not a Medicaid benefit. Independent Living Services Providers are responsible for establishing room and board charges and will be paid directly by the client or their representative.
11. Accept the Medicaid reimbursement rate as payment in full for a Medicaid covered service. Neither the client nor their families will be billed additional costs for these covered services.
12. Not bill for Adult Residential Services on days that the waiver client is not in the facility, and will notify the case management agency of such occurrences, e.g. hospitalization.
13. Notify the client's case management agency of concerns regarding client's safety or if you believe that their needs can no longer be met in the independent living facility or home.
14. Notify the client's chosen case management agency and, if required, BACBS of any negative incident involving the client, in accordance with New Choices Waiver Incident Reporting Protocol. This protocol is outlined in the New Choices Waiver Provider Manual, Section 16-2. Develop an individualized tracking form to ensure that Medicaid reimbursed Adult Residential Services are provided to each waiver client in accordance with their waiver care plan.
15. Furnish data requested by the Bureau of Authorization and Community-based Services to satisfy federal reporting requirements or to administer the Medicaid program, including data the BACBS determines necessary to evaluate the Home and Community-based Waiver program as a component of the State Medicaid Agency's long term care network.
16. Refrain from marketing directly to waiver clients, potential clients or their representatives.

Type or print provider name

Type or print name of corporation

Provider address

Telephone number

Provider Signature

Date